

Minutes of the Regular Meeting

June 28, 2022

MOUNTAINSIDE SCHOOL DISTRICT

BEECHWOOD SCHOOL - 1497 WOODACRES DRIVE, MOUNTAINSIDE, NJ 07092

DEERFIELD SCHOOL - 302 CENTRAL AVENUE, MOUNTAINSIDE, NJ 07092

For agenda attachments available to the public, please contact the Mountainside Board of Education Office at (908) 232-3232 or peruse same at the respective meeting.

Also, Mountainside Board of Education policies may be accessed via the district website.

I. Call to Order

A Regular Meeting of the Mountainside Board of Education of the Borough of Mountainside in the County of Union, New Jersey was called to order by Mr. James Ruban, Jr., at 6:31 p.m.

II. Roll Call

At roll call, the following members were present:

Mr. Bill Dillon

Mr. Jordan Hyman

Mrs. Vivian Pupo

Mr. James Ruban, Jr.

Mrs. Candice Schiano - arrived at 6:38 p.m.

Mr. Carmine Venes

Dr. Dana Guidici Pietro was absent.

Also present were Janet Walling, Superintendent of Schools, and Steven Robinson, Interim School Business Administrator/Board Secretary.

III. Executive Session - Resolution (Attachment #1)

Moved: Mr. Hyman Seconded: Mrs. Pupo

RC: Dillon - yes Guidici Pietro - absent Hyman - yes Pupo - yes
Ruban - yes Schiano - absent Venes - yes

WHEREAS, Section 7 of the Open Public Meetings Act, Chapter 231, P.L. 1975 (R.S. 10:4-13), permits the exclusion of the public from a meeting or portion of a meeting of this public body in circumstances; and **WHEREAS**, the Board must consider matter(s) involving the following:

1. Legal/Personnel
2. HIB incidents

The disclosure of which could constitute an unwarranted invasion of privacy; now

WHEREAS, the discussion of individual items to be considered by the Board in closed session may be made public once the need for confidentiality no longer exists, but the Board cannot state at the present time then that will be.

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THEREFORE BE IT RESOLVED, that the Board adjourn to executive session at 6:34 p.m. to discuss the above mentioned matter to the exclusion of all others. Matters discussed may or may not be made public this evening. If an action results, it will be taken following reentry into regular session.

IV. Close Executive Session and Reconvene Public Session

Moved: Mr. Hyman Seconded: Mr. Pupo

RC: Dillon - yes Guidiciopietro - absent Hyman - yes Pupo - yes
Ruban -yes Schiano - yes Venes -yes

The public meeting reconvened at 7:35 p.m.

V. Flag Salute

VI. Approval of Minutes

Moved: Mr. Venes Seconded: Mrs. Schiano

RC: Dillon - yes Guidiciopietro - absent Hyman - yes Pupo - yes
Ruban -yes Schiano - yes Venes -yes

- ❖ Minutes of the Regular Meeting of May 10, 2022
- ❖ Minutes of the Executive Session of May 10, 2022

VII. Correspondence - none

VIII. Public Participation - none

IX. President's Report - none

X. Superintendent's Report - Mrs. Walling thanked administrators, staff, custodians, and everyone for their efforts for end of the year activities, including class trips. She thanked the 8th Gr. team for all of the 8th Gr. end of year events. Extended School Year and Summer Learning Academy, as well as Actor's Camp will start after July 4th. She thanked the board for attending 8th Gr. graduation. She reported the HIB Self-Assessment, as required by the state. Information is on the website. Mrs. Walling continued with a presentation on the overall District goals of the Superintendent, and invited Mrs. Jenks and Mrs. Vierschilling to participate with detailed information on programming and other aspects from each school. Mrs. Walling answered some questions from the Board at the conclusion of the presentation. Mrs. Vierschilling recapped her 1st year in Mountainside, commenting on the great staff, students and initiatives at Beechwood. Mrs. Jenks shared a year in review and thanked all the Deerfield staff for making it a success.

XI. Business Administrator's Report - Mr. Robinson provided an update on the transportation bid that was out today, we received 2 bids. Decisions will be made by the July meeting.

XII. Berkeley Heights Liaison Report - Mr. Hyman noted there were 2 meetings since our last meeting. From 5/25, Berkeley Heights recognized Educators of the Year, retirees, and accepted resignations. They presented a partial list of where seniors are going to college. Various student

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updates, such as AP exams, Spring varsity sports awards, Athletic Honor Society, Teen Arts, Relay for Life, College Jumpstart program and other sports accomplishments. From the 6/16 meeting, the outgoing superintendent, Scott McKinney was honored. The new assistant superintendent, David Greer, formerly worked at Livingston, NJDOE, and taught in Westfield for a decade. Next meeting Aug. 11th, and will be on Zoom.

XIII. Administration

The following motions were approved by roll call vote: **Administration #1-7**

Moved: Mr. Venes Seconded: Mrs. Schiano
RC: Dillon - yes Guidiciopietro - absent Hyman - yes Pupo - yes
 Ruban -yes Schiano - yes Venes -yes

1. Move to accept the Superintendent’s recommendations on the HIB incidents dated: May 2, 2022, May 24, 2022, June 2, 2022, June 2, 2022.
2. **BE IT RESOLVED**, that the Mountainside Board of Education has determined that 3.8 of the four (4) goals (2 Quantitative and 2 Qualitative Merit Goals) established in the employment contract for Janet Walling, Superintendent, have been satisfied and were achieved during the 2021-22 school year; and

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary shall forward a certified copy of this resolution to the Union County Interim Superintendent of Schools in accordance with N.J.A.C. 6A:23A-3.1(e)(10)(iv); and

BE IT FURTHER RESOLVED, that upon receipt of confirmation of satisfaction of the above goals from the Union County Interim Superintendent of Schools, the applicable Merit Bonus provisions of the Superintendent’s contract shall be paid.

3. Move to approve upon the recommendation of the Superintendent, the Security Drill Statement of Assurance (Attachment #2).
4. Move to approve upon the recommendation of the Superintendent, the Comprehensive Equity Plan Statement of Assurance (Attachment #3).
5. Move to approve upon the recommendation of the Superintendent, the submission of a waiver to the Union County Executive Superintendent of Schools for preschool and kindergarten toilet rooms for the 2022-2023 school year (Attachment #4).
6. Move to approve upon the recommendation of the Superintendent, the following curricular documents for Mountainside Schools:

Subject Area	Grade Levels
Music	Grades K-8

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- 7. Move to approve upon the recommendation of the Superintendent, the Beechwood and Deerfield Schools May 2022 safety and security drill reports. (Attachment #5)

XIV. Budget and Finance

Mr. Dillon shared that the Budget & Finance Committee reviewed items #7, 10 & 11 and were in support of moving forward with them.

The following motions were approved by roll call vote: **Budget and Finance #1-21**

Moved: Mr. Hyman Seconded: Mrs. Schiano
RC: Dillon - yes Guidici Pietro - absent Hyman - yes Pupo - yes
 Ruban -yes Schiano - yes Venes -abstained on item #19, yes on all else

- 1. **RESOLVED THAT**, the Board approve the list of budget transfers for the month of May 2022. (Attachment #6)
- 2. **RESOLVED THAT**, the Board approve the payment of the bill list dated May 11, 2022, through June 29, 2022 (Attachment #7).
- 3. **WHEREAS**, the Board has received the Financial Reports of the Treasurer of School Monies for the month of May 2022 and the Financial Reports of the Board Secretary for the month of May 2022; and

WHEREAS, the Interim Board Secretary, Steven Robinson, certifies that subject to the approval of budget transfers appended to these minutes, payment of the claims set forth in the accompanying bill list will not result in the over expenditure of any budget line item appropriation, as modified to date set forth in the level of detail contained in the Reports of the Board Secretary for May 2022:

the Financial Reports of the Treasurer of School Monies for the month of May 2022 and the Financial Reports of the Board Secretary for May 2022 as submitted and certified (Attachment #8).

- 4. Motion to approve the Memorandum of Agreement between Mountainside Board of Education and the Mountainside Education Association from July 1, 2022 through June 30, 2025 with corresponding salary guides. (Attachment #9)
- 5. Move to approve upon the recommendation of the Superintendent, the tax payment schedule for the 2022-2023 school year from the Borough of Mountainside to the Mountainside Board of Education as follows and to authorize the School Business Administrator to submit said schedule to the Borough of Mountainside:

2022-2023	General Fund	Debt Service	Total
July	\$1,470,040.25	\$306,000.00	\$1,776,040.25

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August	\$1,470,040.25	\$693,399.00	\$2,163,439.25
September	\$1,470,040.25	\$	\$1,470,040.25
October	\$1,470,040.25	\$	\$1,470,040.25
November	\$1,470,040.25	\$	\$1,470,040.25
December	\$1,470,040.25	\$	\$1,470,040.25
January	\$1,470,040.25	\$143,131.00	\$1,613,171.25
February	\$1,470,040.25	\$	\$1,470,040.25
March	\$1,470,040.25	\$	\$1,470,040.25
April	\$1,470,040.25	\$	\$1,470,040.25
May	\$1,470,040.25	\$	\$1,470,040.25
June	\$1,470,040.25	\$	\$1,470,040.25
Total:	\$17,640,483.00	\$1,142,530.00	\$18,783,013.00

Note: Payments will be approved by Council on the third Tuesday of the month payable on or about the 20th of each month.

6. **BE IT RESOLVED THAT**, the Mountainside Board of Education authorizes the Business Administrator to pay supplementary bill lists and payroll which shall become due on or before June 30, 2022 including all year-end payables and to proceed with all necessary adjustments and transfers to close the books for the 2021-2022 fiscal year, including the cancellation of any stale dated checks; and

BE IT FURTHER RESOLVED THAT, the Superintendent and Business Administrator be authorized to complete any and all entries and actions for the opening of the 2022-2023 fiscal year, including but not limited to the issuance of purchase orders in compliance with the Public Contracts Law, complete line item adjustments and transfers, and other such actions as may be required by statute, code and Board Policy; and

BE IT FURTHER RESOLVED THAT, all of these actions shall be presented to the Board at its next meeting for final approval.

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7. **WHEREAS**, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and
WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Mountainside Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve and Tuition Reserve account at year end, and

WHEREAS, the Mountainside Board of Education has determined that up to \$500,000 is available for such purpose of transfer;

NOW, THEREFORE, BE IT RESOLVED by the Mountainside Board of Education that it hereby authorizes the district's School Business Administrator to make a transfer up to \$300,000 to Capital Reserve and \$200,000 to Tuition Reserve, consistent with all applicable laws and regulations.

8. **BE IT RESOLVED THAT**, the Mountainside Board of Education grants approval for the Superintendent to make application for and accept subsequent receipt of the IDEA Consolidated Grants for fiscal year 2023 as follows:

IDEA Preschool	\$8,554
IDEA Basic	\$154,334

9. Move to approve upon the recommendation of the Superintendent, the acceptance of and subsequent submission of the ESSA grant application for the fiscal year 2023 as follows:

Title I	\$53,193
Title IIA	\$16,234
Title IV	\$10,000

10. **BE IT RESOLVED** that the Board of Education of the Mountainside School District, upon the recommendation of Steven Robinson, Interim Business Administrator, hereby award and approve the contract with Maschio's Food Service for the 2022-2023 school year with a FSMC fee of \$10,012.20 with a guarantee return of \$1,000.
11. Move to approve upon the recommendation of the Superintendent, a 5-year agreement with United Business Systems, Fairfield, NJ, to provide 5 new Canon machines at a monthly cost of \$1,621.79 and a cost per page for black and white of \$0.00425. This contract is being awarded under Canon State Contract #A40462.

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12. Move to approve upon the recommendation of the Superintendent, the contract renewal with Progressive Therapy of New Jersey for BCBA services, from July 1, 2022-June 30, 2023, at a rate of \$115/hr., per the following schedule:
 - ESY: not to exceed 5 hours per week from 7/5/22-8/4/22, and the
 - 2022/2023 school year: not to exceed 16 hrs./wk. 9/7/22-10/14/22, then not to exceed 14 hrs./wk. for the remainder of the school year. (Attachment #10)
13. Move to approve upon the recommendation of the Superintendent, the Tuition Agreement contract between Union County Vocational-Technical Schools and the Mountainside School District for the 2022-2023 school year. (Attachment #11)
14. Move to approve upon the recommendation of the Superintendent, the Joint Transportation Agreement contract between Garwood School District and the Mountainside School District for ESY and the 2022-2023 school year. (Attachment #12)
15. Move to approve upon the recommendation of the Superintendent, the Transportation Agreement between MUJC and the Mountainside School District to Banyan School from 4/4/22-6/30/22. (Attachment #13)
16. Move to approve upon the recommendation of the Superintendent, the re-appointment of Paula Hatch, as Treasurer of Mountainside School District, for the 2022-2023 school year, for an annual fee of \$3,231.
17. Move to approve upon the recommendation of the Superintendent, the 2022-2023 Right to Know Services and Asbestos Management Services from RAMM Environmental Services, Inc., not to exceed \$5,000. (Attachment #14)
18. Move to approve upon the recommendation of the Superintendent, to authorize the submission of the American Rescue Plan (ARP) Homeless Children and Youth (HCY) II application for Fiscal Year 2022, and accept the grant award of these funds in the amount of \$1,360 upon the subsequent approval of the FY 2022 ARP-HCY II Application.
19. Move to approve upon the recommendation of the Superintendent, a parent transportation contract, in the amount of \$3,435, pursuant to the requirements of N.J.S.A. 18A: 39.1 et seq. and N.J.A.C. 6A: 27-9.9, between the Mountainside Board of Education and the parent/legal guardians of **Student #9155768730** for 22-23 ESY and Regular School Year.
20. Move to approve upon the recommendation of the Superintendent, special education placements and services as per (Attachment #15).
21. Move to approve in accordance with MBOE policy 6471, School District Travel, and upon the recommendation of the Superintendent, the travel and related expenses itemized in (Attachment #16). This travel is deemed educationally necessary and fiscally prudent, and all travel expenditures shall be directly related to and within the scope of the staff member's current responsibilities and the district's Professional Development Plan.

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XV. Personnel

The following motions were approved by roll call vote: **Personnel #1-13**

Moved: <u>Mr. Hyman</u>	Seconded: <u>Mrs. Pupo</u>		
RC: Dillon - yes	Guidici Pietro - absent	Hyman - yes	Pupo - yes
Ruban -yes	Schiano - yes	Venes -yes	

1. Move to approve upon the recommendation of the Superintendent, the contract renewal of **Janet Walling** as Superintendent, effective July 1, 2022 to June 30, 2025 with a 2022-2023 school year salary of \$164,591, as approved by the County Superintendent. (Attachment #17)
2. Move to approve upon the recommendation of the Superintendent, the re-appointment of **Steven K. Robinson** as Interim School Business Administrator and Board Secretary, for the 2022-2023 school year at a per diem rate of \$750, for 2 days a week, effective July 1, 2022 to June 30, 2023, as approved by the County Superintendent. (Attachment #18)
3. Move to approve upon the recommendation of the Superintendent, the re-hiring of the **non-affiliated personnel**, effective July 1, 2022 to June 30, 2023 as per the attached list. (Attachment #19)
4. Move to approve upon the recommendation of the Superintendent, the **paraprofessionals** list for the 2022-2023 school year (Attachment #20)
5. Move to approve upon the recommendation of the Superintendent, the appointment of **Teresa Banks**, to the position of Kindergarten Teacher at Beechwood School, at a salary of \$54,656, BA Step 1, for the 2022-2023 school year. **salary may be subject to adjustment upon settlement of negotiations for a successor agreement with the MEA*
6. Move to approve upon the recommendation of the Superintendent, the appointment of **Deborah Posner** for the stipend position of Athletic Coordinator, for the 2022-2023 school year, at a rate of \$2,276. **salary may be subject to adjustment upon settlement of negotiations for a successor agreement with the MEA*
7. Move to approve upon the recommendation of the Superintendent, Maternity Disability Leave for **Nicole Mansfield**, 3rd Grade Teacher, effective September 1, 2022, until September 27, 2022. She will be permitted to utilize any accumulated sick days. It is also recommended that Mrs. Mansfield be granted unpaid Family Leave from September 28, 2022, until December 20, 2022 in accordance with FMLA and NJFLA. Mrs. Mansfield is requesting additional unpaid family leave from December 21, 2022 through June 30, 2023. She anticipates returning to work at the beginning of the 2023-2024 school year. (Attachment #21)
8. Move to approve upon the recommendation of the Superintendent, Maternity Disability Leave for **Kristen Eckert**, Kindergarten Teacher, effective October 24, 2022, until December 16, 2022. She will be permitted to utilize any accumulated sick days. It is also recommended that Mrs. Eckert be granted unpaid Family Leave from December 19, 2022, until March 17, 2023, in accordance with FMLA and NJFLA. Mrs. Eckert is requesting additional unpaid family leave

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from March 20, 2023 through June 20, 2023. She anticipates returning to work at the beginning of the 2023-2024 school year. (Attachment #22)

9. Move to approve upon the recommendation of the Superintendent, the following staffing of the 2022-2023 ESY Program from July 5, 2022 through August 4, 2022, Mondays through Thursdays from 9:00-12:30, as detailed below:

2022- 2023 ESY July 5th – August 4th, 2022

*no school July 4th & no school on Fridays * Salary based on MEA staff contract
*salary may be subject to adjustment upon settlement of negotiations for a successor agreement with the MEA

Name	Position	Salary/Hour
Jennifer Smith	Special Education Teacher	* \$43.29/hour

10. Move to rescind **Laurie Naftulin and Holly Ambrose** from the ESY Staffing list per Personnel motion #7 from March 22, 2022.
11. Move to approve upon the recommendation of the Superintendent, the addition of **Laurie Naftulin** to the staff list for the 2022-2023 Summer Learning Academy from July 5, 2022 through July 28, 2022, Mondays through Thursdays, at rate of *\$43.29/hour, not to exceed 4 hours per day. Program is supported through ARP Federal Grant Funding. **salary may be subject to adjustment upon settlement of negotiations for a successor agreement with the MEA*
12. Move to approve upon the recommendation of the Superintendent, the following staff members for summer curriculum writing, at a rate of *\$43.29/hour, not to exceed 20 hours per person. **salary may be subject to adjustment upon settlement of negotiations for a successor agreement with the MEA*

Nicole Cruts	Kathleen Goldbeck	Barbi Higinbotham
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13. Move to approve upon the recommendation of the Superintendent, the following staff member for summer employment: **salary may be subject to adjustment upon settlement of negotiations for a successor agreement with the MEA*

Staff Member	Assignment	Hours	*Rate	*Total
Kathleen Goldbeck	Summer related duties	Not to exceed 70 hours	*\$43.29/hr	*\$3,030.30

XVI. Curriculum

Mr. Hyman commented that these were retroactive, to which Mrs. Walling responded. He stated he appreciated the efforts to get as many trips as possible for the students.

The following motions were approved by roll call vote: **Curriculum #1-2**

Moved: Mr. Venes Seconded: Mrs. Schiano

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RC: Dillon - yes Guidici Pietro - absent Hyman - yes Pupo - yes
 Ruban -yes Schiano - yes Venes -yes

1. Move to approve upon the recommendation of the Superintendent, the following trips:

Date	Destination	Grade	Teacher in Charge	Estimated Cost
5/26/22	Linden Bowling Lanes	7	Gary Chan	\$1,040: tickets paid by PTO \$ 648: buses paid by PTO
5/26/22	Liberty Science Center	3/4	Lori Topel	\$3,483: tickets paid by students \$600: tickets paid by chaperones \$48: paid by Student Activities \$3,800: buses paid by PTO

2. Previously approved on March 22, 2022, at a cost of \$350, motion to approve revised transportation costs as \$700 due to additional bus runs to Trailside for Teen Arts, to be paid by the BOE.

XVII. Policy

The following motions were approved by roll call vote: **Policy #1-2**

Moved: Mr. Venes Seconded: Mr. Hyman

RC: Dillon - yes Guidici Pietro - absent Hyman - yes Pupo - yes
 Ruban -yes Schiano - yes Venes -yes

1. Move to approve upon the recommendation of the Superintendent, the following policies/regulations for the first reading:

P 9320 R 9320	Cooperation with Law Enforcement Agencies	Revised/Mandated New/Mandated
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2. Move to approve upon the recommendation of the Superintendent, the following policies/regulations for the second reading and adoption:

P 2417	Student Intervention and Referral Services	Revised/Mandated
P 3161	Examination for Cause	Revised/Recommended
P 4161	Examination for Cause	Revised/Recommended
P 7410 R 7410	Maintenance and Repair	Revised/Mandated New/Mandated

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P 8420	Emergency and Crisis Situations	Revised/Mandated
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- XVIII. Old Business** - Mrs. Walling addressed the Nepotism policy changes that were discussed previously. She received guidance from Mrs. Machado, who agreed with Strauss Esmay's advice. She provided further information on various details of the policy. Mr. Hyman commented that he would still like to remove an optional clause and submit it for a first reading at the July meeting.
- XIX. New Business** - Mr. Dillon commented about a fallen tree by Deerfield. He asked about how the District assesses the health of the many trees surrounding our properties. Mr. Robinson responded that Mr. DeVico reviews this, and he will be bringing in tree experts to look over any concerns and to make recommendations. He noted that safety is most important.
- XX. Committee Reports** - Mrs. Pupo met with the Library, which hired a new director, Tammy Shaw, who is eager to start at the end of July, and is excited to partner with us to get students involved. Mr. Venes commented that the Negotiations Committee had a spirited negotiation, but have come to an agreement that he feels everyone is pleased with, and he thanked both sides for listening to each other and working together to come to an agreement. Mr. Dillon commented that Finance/Buildings & Grounds Committees reviewed relationships we have for various services. The recommendations are reflected in the agenda tonight regarding bussing bids, food service, & copier contracts. They also discussed how to get monies back into Capital and Tuition Reserves. He also echoed the compliments on the constructive and positive experience with negotiations.
- XXI. Public Participation** - A member of the public commented that she had sent an email to ask about any celebrations for high achieving students. It seemed it was overlooked this year, and she voiced her concern for not recognizing these Honor Roll students. She asked that in the future the administration and board consider recognizing these hard working students. She asked if our district would consider joining the National Junior Honor Society. The Board thanked her for her comments.
- XXII. Executive Session and Adjournment** - Resolution (Attachment #1)

A motion was made by Mr. Hyman at 9:28 p.m., seconded by Mrs. Pupo to move to a 2nd Executive Session and adjourn. The Public Session was not reconvened as no further action was taken. The motion was passed by unanimous voice vote, 6 ayes - 0 nays.

Respectfully Submitted,

Mr. Steven Robinson
Interim School Business Administrator/Board Secretary